

TOWN OF DAVIE
TOWN COUNCIL AGENDA REPORT

TO: Mayor and Councilmembers

FROM/PHONE: Dennis Andresky, Parks and Recreation Director 954 797-1150

PREPARED BY: Dennis Andresky, Parks and Recreation Director 954 797-1150

SUBJECT: Resolution

AFFECTED DISTRICT: Townwide

ITEM REQUEST: **Schedule for Council Meeting**

TITLE OF AGENDA ITEM: BID - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, ACCEPTING THE BID FOR SPORTS OFFICIALS SERVICE FOR ADULT AND FAST PITCH SOFTBALL AND YOUTH SPORTS PROGRAMS AND AWARDING IT TO ADAMS TOP NOTCH OFFICIALS, INC. AND SOUTH BROWARD SOFTBALL UMPIRES ASSOCIATION. (\$60,000)

REPORT IN BRIEF: A competitive bid (B-08-20) was conducted for sports officials service for the Town's adult and fast pitch softball and youth sports programs. The Town sent out specifications to eleven (11) prospective bidders, advertised state-wide in Florida Bid Reporting and nationally in BidNet and posted the bid information on the Town's web site. The Town received two bid responses. Staff recommends a split bid award based on the lowest cost for service as submitter in the bid responses. The initial term of the contract is for a five (5) year period with options to renew for two (2) additional one (1) year terms by mutual agreement of the parties and approval by the Town of Davie Town Council. The Bid Specification Committee has reviewed the two bids received and approves of the Department's recommendation to award the bid to Adams Top Notch Officials, Inc. for youth baseball, girls softball [coach pitch], youth basketball, youth flag football, youth soccer and youth roller hockey and South Broward Softball Umpires Association for girls softball [under 10, 12, 16] and adult softball.

PREVIOUS ACTIONS: Adams Top Notch Officials, Inc. was previously awarded the bid for Youth Sports Officials per R-2005-54, R-2006-79, R-2007-103. South Broward Softball Umpires Association was previously awarded the bid for Youth Sports Officials per R-2005-54, R-2006-78, R-2007-056.

CONCURRENCES: The Town's Bid Specification Committee concurs with the recommended bid award.

FISCAL IMPACT: not applicable

Has request been budgeted? Yes

If yes, expected cost: Approximately \$60,000

Account Name: Youth and Adult Contractual Services

What account will funds be appropriated from: 001-0801-572-0323 and
001-0817-572-0323

RECOMMENDATION(S): Motion to Approve Resolution

Attachment(s): Resolution, recommendation of Department Director, pricing page, and corporate paperwork.

RESOLUTION _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, ACCEPTING THE BID FOR SPORTS OFFICIALS SERVICE FOR ADULT AND FAST PITCH SOFTBALL AND YOUTH SPORTS PROGRAMS AND AWARDING IT TO ADAMS TOP NOTCH OFFICIALS, INC. AND SOUTH BROWARD SOFTBALL UMPIRES ASSOCIATION..

WHEREAS, the Town is in need of sports officials for the adult and youth sports programs offered by the Parks and Recreation Department; and

WHEREAS, the Town solicited sealed bids for sports officials service; and

WHEREAS, after review, the Town Council wishes to accept the lowest bid for each program category and award a split bid for the required service to Adams Top Notch Officials, Inc. and South Broward Softball Umpires Association.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council hereby accepts the lowest bid for sports official service from Adams Top Notch Officials, Inc. and South Broward Softball Umpires Association for the specified youth and adult sports programs.

SECTION 2. The Town Council hereby authorizes the expenditure from the Parks and Recreation-Contractual Services-Sports Account numbers 001-0801-572-0323 and 001-0817-572-0323.

SECTION 3 The initial term is one five (5) year period with options to extend the contract for two (2) additional one (1) year periods by mutual agreement of the parties and approval by the Town of Davie Town Council.

SECTION 4. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS ____ DAY OF _____, 2008

MAYOR/COUNCILMEMBER
ATTEST:

TOWN CLERK

APPROVED THIS ____ DAY OF _____, 2008

TOWN OF DAVIE PROCUREMENT AUTHORIZATION

ACCOUNT NUMBER.	BUDGET ITEM & DESCRIPTION	APPROXIMATE COST
001-0801-572-0323	Youth Sports Officials	\$45,000.00
001-0817-572-0323	Adult Sports Officials	\$15,000.00

~~\$44,000.00~~

METHOD OF PROCUREMENT (check the one that applies)

☒ Open Competitive Bidding
☐ Piggyback on Contract Number _____
☐ Sole Source
☐ Request For Proposals

SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED

Signed _____
Department Head

Have Funds been Reserved yes Req. 36709

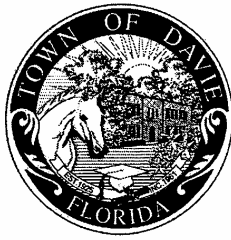
Date 12.27.07 Signed HA/BMB

Signed _____
Town Administrator

VENDOR	BIDS SUBMITTED	COST
ADAMS TOP NOTCH OFFICIALS, INC.	}	SEE ATTACHED
SOUTH BROWARD SOFTBALL UMPIRES ASSOCIATION		BID TABULATION

Signed _____
Procurement Manager


BID SPECIFICATION COMMITTEE		RECOMMENDATION
Vendor		Cost
ADAMS TOP NOTCH OFFICIALS, INC.	}	SEE ATTACHED
SOUTH BROWARD SOFTBALL UMPIRE ASSOCIATION		DEPT. RECOMMENDATION MEMO



PARKS AND RECREATION DEPARTMENT
6901 ORANGE DRIVE • DAVIE, FLORIDA 33314-3399
PHONE: 954.797.1145 • FAX: 954.797.1148 • WWW.DAVIE-FL.GOV

Memorandum

TO: Herb Hyman, Procurement Manager

FROM: Dennis Andresky, Director Parks & Recreation 

SUBJECT: Bid Award for Sports Officials Service (Youth and Adult)
B-08-20

DATE: February 5, 2008

It is recommended that the bid for Sports Official Service (Youth Sports Programs and Adult Fast Pitch Softball) be awarded as follows:

Vendor
Adams Top Notch Official Inc.
4979 SW 90th Terrace
Cooper City, FL 33328

Program Award
Youth Baseball, Girls Softball (Coach Pitch),
Youth Basketball, Youth Flag Football
Youth Soccer, Youth Roller Hockey,

South Broward Softball Umpires Assoc.
11565 SW 59 Court
Cooper City, FL 33330

Girls Softball (Under 10, 12, 16) and
Adult Softball

The above vendors were the only vendors to respond to the bid solicitation.

Please advise if additional information is needed.

	A	B	C
1			
2		YOUTH SPORTS OFFICIALS	
3			
4		SO. BROWARD	ADAM'S TOP NOTCH
5		UMPIRES	OFFICIALS
6			
7	YOUTH BASEBALL		
8	T-Ball (1 official)		\$11.00
9	Coach Pitch (1 official)		\$12.00
10	Atom (1 official)		\$19.00
11	Bantam (2 officials)		\$27.00
12	Midget (2 officials)		\$29.00
13	Juvenile (2 officials)		\$31.00
14	Travel Baseball-plate		\$40.00
15	Scheduling Fee		\$5.00
16	GIRLS SOFTBALL		
17	Coach Pitch		\$12.00
18	Under 10 (1 official)	\$38.00	
19	Under 12 (1 official)	\$38.00	
20	Under 12 (2 officials)	\$45.00	
21	Under 16 (2 officials)	\$45.00	
22	Scheduling Fee	\$2.00	\$5.00
23	BASKETBALL		
24	Pee Wees (1 official)		\$13.00
25	Junior (2 officials)		\$15.00
26	Senior (2 officials)		\$24.00
27	Adult (2 officials)		
28	Scheduling Fee		\$5.00
29	FLAG FOOTBALL		
30	Pee Wees (1 official)		\$13.00
31	Junior (2 officials)		\$15.00
32	Bantam (2 officials)		\$16.00
33	Senior (2 officials)		\$18.00
34	Scheduling Fee		\$5.00
35	SOCCER		
36	Pee Wees (1 official)		\$11.00
37	Junior (1 official)		\$11.00
38	Bantam (2 officials)		\$15.00
39	Midget (2 officials)		\$16.00
40	Senior (2 officials)		\$17.00
41	Scheduling Fee		\$5.00
42	ROLLER HOCKEY		
43	Pee Wees (1 official)		\$24.00
44	Senior (1 official)		\$32.00
45	Scheduling Fee		\$5.00
47	ADULT SOFTBALL		
48	1-1 Count League (1 official)	\$28.00	
49			

**Request for Taxpayer
Identification Number and Certification**

Give form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return) ADAMS TOP HOTEL OFFICIALS Inc	
Business name, if different from above	
Check appropriate box: <input type="checkbox"/> Individual/ Sole proprietor <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Other	<input type="checkbox"/> Exempt from backup withholding
Address (number, street, and apt. or suite no.) 4979 SW 90th Ter.	Requester's name and address (optional)
City, state, and ZIP code Cooper City, FL 33328	
List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.


Social security number								
or								
Employer identification number								
0	2	0	6	6	3	8	5	5

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

Sign Here Signature of U.S. person 

Date **1-11-08**

Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee.

In 3 above, if applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For federal tax purposes, you are considered a person if you are:

- An individual who is a citizen or resident of the United States,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or
- Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity.

VENDOR/BIDDER DISCLOSURE

I, Paul Adams, being first duly sworn state that:
The full legal name and business address of the person(s) or entity contracting with the Town of Davie ("Town") are as follows (Post Office addresses are not acceptable):

Name of Individual, Firm, or Organization: ADAMS Top Notch Offsets Inc
Address: 4979 SW 90th Ave
Couper City FL 33328
FEIN 02-0663855
State and date of incorporation FLA. 2002

OWNERSHIP DISCLOSURE AFFIDAVIT

1. If the contract or business transaction is with a corporation, the full legal name and business address shall be provided for each officer and director and each stockholder who directly or indirectly holds five percent (5%) or more of the corporation's stock. If the contract or business transaction is with a trust, the full name and address shall be provided for each trustee and each beneficiary. All such names and address are as follows (Post Office addresses are not acceptable):

Full Legal Name	Address	Ownership
PAUL B. ADAMS	4979 SW 90th Ave Couper City FL 33328	100 %
		%
		%
		%

2. The full legal names and business addresses of any other individual (other than subcontractors, materialmen, suppliers, laborers, and lenders) who have, or will have, any legal, equitable, or beneficial interest in the contract or business transaction with the Town are as follows (Post Office addresses are not acceptable):

Full Legal Name	Address
N/A	

By: Paul B. Adams

Date: 1-11-08

Signature of Affiant

Paul B. Adams

Print Name

SUBSCRIBED AND SWORN TO or affirmed before me this 11 day of January, 2008, by Paul B. Adams, he/she is personally known to me or has presented _____ as identification.

Patricia A. Howe

Notary Public, State of Florida at Large

PATRICIA A. HOWE

Print or Stamp of Notary

Serial Number _____

My Commission Expires : _____



PATRICIA A. HOWE
MY COMMISSION # DD 447007
EXPIRES: August 22, 2009
Bonded Thru Budget Notary Services

Request for Taxpayer Identification Number and Certification

Give form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)
South Broward Softball Umpires Association

Business name, if different from above

Check appropriate box: ☐ Individual/
Sole proprietor ☒ Corporation ☐ Partnership ☐ Other ☐ ☒ Exempt from backup
withholding

Address (number, street, and apt. or suite no.)
11565 SW 59 Court

City, state, and ZIP code
Cooper City, FL 33330

List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number

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OR

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Employer identification number

6	5	0	5	1	2	4	6	7
---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

**Sign
Here**

Signature of
U.S. person

Date

Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee.

In 3 above, if applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For federal tax purposes, you are considered a person if you are:

- An individual who is a citizen or resident of the United States,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or
- Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity.

I, Francis Kishman, ~~being first duly sworn~~ ^{by} state that:

The full legal name and business address of the person(s) or entity contracting with the Town of Davie ("Town") are as follows (Post Office addresses are not acceptable):

Name of Individual, Firm, or Organization: South Broward Softball Umpires Assn

Address: 11565 SW 59 CT
Cooper City, FL 33330

FEIN 65-0512467

State and date of incorporation Florida 1979

OWNERSHIP DISCLOSURE AFFIDAVIT

1. If the contract or business transaction is with a corporation, the full legal name and business address shall be provided for each officer and director and each stockholder who directly or indirectly holds five percent (5%) or more of the corporation's stock. If the contract or business transaction is with a trust, the full name and address shall be provided for each trustee and each beneficiary. All such names and address are as follows (Post Office addresses are not acceptable):

Full Legal Name	Address	Ownership
<u>N/A</u>		%
		%
		%
		%

2. The full legal names and business addresses of any other individual (other than subcontractors, materialmen, suppliers, laborers, and lenders) who have, or will have, any legal, equitable, or beneficial interest in the contract or business transaction with the Town are as follows (Post Office addresses are not acceptable):

Full Legal Name	Address
<u>N/A</u>	

Francis J. Kishman
Francis J. Kishman

Bidder: South Broward Softball Umpires Association

Address: 11565 SW 59 Court
Cooper City, FL 33330

I.R.S. Employer Identification Number and/or
Federal Tax Identification Number: 05-0512467

By: 
Signature

Francis J. Kishman
Type or Print Name

Title: Secretary


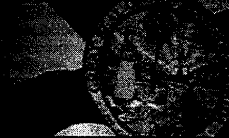
Date: 1/12/08

Telephone: (954) 434-7635

Will you accept the Town's Visa Procurement Card as a method of payment?

Yes

No

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Detail by Entity Name

Florida Non Profit Corporation

SOUTH BROWARD SOFTBALL UMPIRES ASSOCIATION, INC.

Filing Information

Document Number	753789
FEI Number	N/A
Date Filed	08/15/1980
State	FL
Status	ACTIVE

Principal Address

2140 S.W. 97TH ROAD
FORT LAUDERDALE FL 33324
Changed 10/07/1998

Mailing Address

2140 S.W. 97TH ROAD
FORT LAUDERDALE FL 33324
Changed 10/07/1998

Registered Agent Name & Address

COOK, ROBERT W JR
2140 S.W. 97TH ROAD
FORT LAUDERDALE FL 33324
Name Changed: 07/02/1996
Address Changed: 07/02/1996

Officer/Director Detail

Name & Address
Title VPD
PATRICK, GARY 8391 N.W. 24TH COURT PEMBROKE PINES FL 33024
Title DS

SCOZZAFAVA, RICHARD
2410 N 59TH AVE
HOLLYWOOD FL 33021

Title TD

COOK, ROBERT
2140 SW 97 ROAD
FT LAUDERDALE FL 33324

Title DP

CHURCH, KEN
17530 SW 46TH STREET
FORT LAUDERDALE FL 33331

Annual Reports

Report Year Filed Date	
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2005	01/18/2005
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2006	04/26/2006
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2007	01/22/2007
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Document Images

01/22/2007 -- ANNUAL REPORT	View image in PDF format
04/26/2006 -- ANNUAL REPORT	View image in PDF format
01/18/2005 -- ANNUAL REPORT	View image in PDF format
03/17/2004 -- ANNUAL REPORT	View image in PDF format
02/04/2003 -- ANNUAL REPORT	View image in PDF format
02/24/2002 -- ANNUAL REPORT	View image in PDF format
03/09/2001 -- ANNUAL REPORT	View image in PDF format
01/19/2000 -- ANNUAL REPORT	View image in PDF format
02/21/1999 -- ANNUAL REPORT	View image in PDF format
10/07/1998 -- ANNUAL REPORT	View image in PDF format
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07/02/1996 -- ANNUAL REPORT	View image in PDF format
04/27/1995 -- ANNUAL REPORT	View image in PDF format

Note: This is not official record. See documents if question or conflict.

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No Events **No Name History**

Entity Name

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Detail by Entity Name

Florida Profit Corporation

ADAMS TOP NOTCH OFFICIALS, INC.

Filing Information

Document Number	P03000005220
FEI Number	200663855
Date Filed	01/14/2003
State	FL
Status	ACTIVE
Last Event	REINSTATEMENT
Event Date Filed	02/07/2008
Event Effective Date	NONE

Principal Address

4979 S.W. 90 TERRACE
COOPER CITY FL 33328 US

Mailing Address

6950 CYPRESS ROAD-SUITE106
PLANTATION FL 33317

Changed 02/07/2008

Registered Agent Name & Address

ADAMS, PAUL B
4979 S.W. 90 TERRACE
COOPER CITY FL 33328 US

Officer/Director Detail

Name & Address

Title P

ADAMS, PAUL B
4979 S.W. 90 TERRACE
COOPER CITY FL 33328 US

Annual Reports

Report Year Filed Date

2006	01/26/2006
2007	02/07/2008
2008	02/07/2008

Document Images

02/07/2008 -- REINSTATEMENT	View image in PDF format
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01/26/2006 -- REINSTATEMENT	View image in PDF format
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01/15/2003 -- Domestic Profit	View image in PDF format
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Entity Name

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